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*Special Panel*

16 August 1968

MEMORANDUM FOR: Director of Research and Development

THROUGH : Special Panel/ORD

SUBJECT : Recommendation for Promotion

25X1A9a [REDACTED]  
GS-5 to GS-6

1. This memorandum contains a promotion recommendation for your approval. The recommendation is stated in paragraph 3.

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2. [REDACTED] entered on duty with Analysis Division/ORD as a GS-4, Clerk Typist assigned to the IPRD facility on 10 September 1967. It soon became apparent that [REDACTED] had capabilities and potential which went beyond his grade level, and he was promoted to a GS-5 on 14 January 1968. Since that time, and by his own initiative, [REDACTED] has become a competent Digital Computer Operator. His request for training as a programmer was approved, and his courses were completed in May 1968. At that time he was assigned duties as a programmer, and his performance has been characterized by initiative and a willingness to devote a great deal of his own time to mastering the tools of his training.

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3. In order to bring [REDACTED] grade level more in line with the kind of tasks which he is actually carrying out in IPRD, it is recommended that [REDACTED] be promoted from GS-5 to GS-6.

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[REDACTED]  
Chief/Analysis Division/ORD

RECOMMEND APPROVAL:

*/s/*  
\_\_\_\_\_  
Chairman, Special Panel/ORD

*9/17/68*  
\_\_\_\_\_  
Date

APPROVAL:

*/s/*  
\_\_\_\_\_  
Director of Research and Development

*9/18/68*  
\_\_\_\_\_  
Date

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

*approved*